



**DEPARTMENT OF THE ARMY**  
ROCK ISLAND DISTRICT, CORPS OF ENGINEERS  
CLOCK TOWER BUILDING - P.O. BOX 2004  
ROCK ISLAND, ILLINOIS 61204-2004

CEMVR-SO (690a)

9 July 1997

MEMORANDUM FOR All Rock Island District Supervisors

SUBJECT: Return to Light Duty - Policy Statement

1. It is of major concern to the Department of the Army that the cost of Workers' Compensation coverage continues to escalate each year. In an effort to control these rising costs the Rock Island District policy concerning employees return to light duty work after sustaining on-the-job injuries is as follows: supervisors of employees injured on-the-job will utilize these employees in a light duty capacity until fully recovered and able to perform the full range of duties to the maximum extent possible. Paying wages to injured employees for light duty work instead of Continuation of Pay will ultimately reduce the increasing costs of Workers' Compensation. The Department of the Army will also benefit in that the injured employee will be contributing to the overall mission of the Rock Island District during the period of recovery.
2. The procedure that injured employees and their supervisors should follow, is: An injured employee will report immediately (if possible) to his supervisor to report the incident. The supervisor will provide the employee with Office of Workers' Compensation Program (OWCP) form CA-1, and accompany or send the employee to the physician of the employee's choice for treatment. The employee will also be provided a copy of the "Letter of Instruction for Physician Treating Injured Employee" and a copy of his job description. If the physician indicates the employee is able to perform light duty work, the organization, with assistance from the Human Resource office, will make every effort to place the injured employee in a temporary light duty position.
3. I expect supervisors to thoroughly investigate each and every on-the-job injury to determine the circumstances surrounding that injury and to document on the CA-1 the results of their investigation. Our success in stabilizing and ultimately reducing the District's Workers' Compensation costs will depend on full cooperation by supervisors and employees alike. It is my expectation that this will be accomplished.

//s//  
JAMES V. MUDD  
Colonel, EN  
Commanding

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